

**STAFF MEETING MINUTES
LANCASTER COUNTY BOARD OF COMMISSIONERS
COUNTY-CITY BUILDING
ROOM 113
THURSDAY, JULY 17, 2003
8:15 A.M.**

Commissioners Present: Bernie Heier, Chair
Ray Stevens, Vice Chair
Bob Workman
Deb Schorr

Commissioners Absent: Larry Hudkins

Others Present: Kerry Eagan, Chief Administrative Officer
Gwen Thorpe, Deputy Chief Administrative Officer
Dave Johnson, Deputy County Attorney
Bruce Medcalf, County Clerk
Trish Owen, Chief Deputy County Clerk
Ann Taylor, County Clerk's Office

The Chair opened the meeting at 8:16 a.m.

AGENDA ITEM

1 APPROVAL OF STAFF MEETING MINUTES OF TUESDAY, JULY 15, 2003

MOTION: Stevens moved and Schorr seconded approval of the Staff Meeting minutes of July 15, 2003. Stevens, Schorr, Heier and Workman voted aye. Motion carried.

2 ADDITIONS TO THE AGENDA

A. Cost of Service Review

MOTION: Workman moved and Stevens seconded approval of the addition to the agenda. Heier, Workman, Schorr and Stevens voted aye. Motion carried.

3 COMMISSIONER MEETING REPORTS

- A. Information Services Policy Committee - Stevens

Stevens said a proposed change to phone service was discussed.

- B. Region V Governing Board - Heier

Meeting cancelled.

- C. Lincoln Independent Business Association (LIBA) Budget Monitoring Committee - Workman, Stevens

Workman and Stevens reported budget discussion.

- D. Monthly Meeting with Mayor and Public Building Commission (PBC) Chair/Vice Chair - Hudkins

No report.

- E. Ecological Advisory Committee Tour - Heier

Heier said he did not attend the tour.

- 4 **A) CONNECTING LINK REPORT** - Mark Koller, Jerome Wortman and Sharla Williams, Connecting Link; Dean Settle, Community Mental Health Center Director; and **B) ADAMS STREET COMMUNITY HEALTH ENDOWMENT GRANT** - Dean Settle, Community Mental Health Center Director; Marylyde Kornfeld, Program Manager; Dave Johnson, Deputy County Attorney; and Kent Sprague, UNICO Group, Inc.

A) Connecting Link Report

Jerome Wortman distributed an analysis of an Employee Satisfaction Survey conducted at the Community Mental Health Center and Workplace Improvement Audit Results and Action Plan (Exhibit A).

Dean Settle, Community Mental Health Center (CMHC) Director, said the CMHC Management Team will work to address issues brought up in the Workplace Audit and distributed a list of guiding principles (Exhibit B). He said the results will also be shared with staff at all-staff meetings and feedback will be relayed to the CMHC Advisory Committee.

B) Adams Street Community Health Endowment Grant

Settle said the Community Mental Health Center has received a Community Health Endowment Grant for the Peer Employment Project (program provides transportation for homeless and near homeless individuals by using clients of the Adams Street Center to serve as van drivers and dispatch/clerical staff).

Dave Johnson, Deputy County Attorney, said his office has concerns regarding provision of transportation services, expansion of the services to another class of individuals and the impact to insurance.

Kent Sprague, UNICO Group, Inc., said the County's insurer is providing coverage for the van for approximately \$350 per year. He said that situation could change and said he received a comparative quote of \$3,600 per year from another insurance company that specializes in public transportation.

Marylyde Kornfeld, Program Manager, said the Community Health Endowment may be willing to assist if the cost of insurance increases.

The Board will take action on the Community Health Endowment grant contract at the July 22, 2003 Board of Commissioners Meeting.

5 148TH STREET BETWEEN HIGHWAY 2 AND WAVERLY - Don Thomas, County Engineer; Dave Bartels, Lancaster County Resident

Dave Bartels reported deterioration of 148th Street between Highway 2 and the City of Waverly. He said the road is particularly hazardous after heavy rainfall.

Don Thomas, County Engineer, said he will have survey crews measure the ruts in the road and will continue to monitor the situation. He said he will also look at "milling" some runouts to get the rainwater off the road.

Bartels said he believes overweight trucks have contributed to the problem.

Thomas noted plans to conduct an origination/destination survey on 148th Street this summer.

ADDITIONS TO THE AGENDA

B. Hiring Request from County Engineer

MOTION: Workman moved and Schorr seconded approval of the addition to the agenda. Stevens, Schorr Heier and Workman voted aye. Motion carried.

The Board reviewed the request to fill a laborer vacancy (Exhibit C).

MOTION: Workman moved and Stevens seconded approval. Workman, Heier, Schorr and Stevens voted aye. Motion carried.

- 6 A) INDEPENDENT CONTRACTORS WITH FAMILIES FIRST & FOREMOST (F³)** - Sheryl Schrepf, Families First & Foremost (F³) Director; Renee' Dozier, F³ Associate Director; Dave Johnson, Deputy County Attorney; and **B) QUESTIONABLE CLAIMS FROM HISPANIC CENTER (\$1,542.02) AND ST. MONICA'S (\$2,987.92)** - Sheryl Schrepf, F³ Director

A) Independent Contractors with Families First & Foremost (F³)

Dave Johnson, Deputy County Attorney, informed the Board that there is potential for exposure in agreements with independent contractors and said there are practices that could limit exposure, such as making certain positions county employees.

Eagan recommended that the County draw on the Wraparound Milwaukee model.

Stevens suggested that the County look at entering into a master contract with Child Guidance and common office space and computers for the care coordinators.

The Board asked Johnson and Sheryl Schrepf, F³ Director, to bring back additional suggestions.

B) Questionable Claims from Hispanic Center and St. Monica's

Schrepf said the Hispanic Center and St. Monica's spent more money than allocated.

Johnson said the term of the contracts and the amount of payment were reduced and said the Hispanic Center and St. Monica's are asking to be paid greater than the contract amount.

MOTION: Workman moved and Schorr seconded to authorize Dave Johnson, Deputy County Attorney, to contact the Hispanic Center and St. Monica's on behalf of the Board and request justification for their claims. Workman, Heier, Schorr and Stevens voted aye. Motion carried.

7 RECORDS CENTER POLICY - Brian Pillard, Records & Information Manager

Eagan suggested style changes to the proposed policy (see agenda packet).

Brian Pillard, Records & Information Manager, said he has questions regarding implementation.

Board consensus was to schedule discussion of the proposed policy on the August 14, 2003 Management Team agenda.

8 ALLTEL PERMANENT EASEMENT AT ENGINEER'S WAVERLY SHOP
- Larry Worrell, County Surveyor; Dave Johnson, Deputy County Attorney

Dave Johnson, Deputy County Attorney, said Alltel has requested a permanent easement so that it can locate a digital loop cabinet at the County Engineer's Waverly Shop to serve the City of Waverly. He said the permanent easement will diminish the value of the County's property and recommended that the County charge Alltel a nominal amount for the permanent easement.

Larry Worrell, County Surveyor, said a license arrangement would be the best solution.

Johnson said he "pitched" that idea to Alltel and it was rejected.

MOTION: Workman moved and Heier seconded to direct Dave Johnson, Deputy County Attorney, to inform Alltel that the Board will agree to a license arrangement, not a permanent easement.

Stevens said he would prefer to pursue the permanent easement and values.

ROLL CALL: Workman voted aye. Heier, Schorr and Stevens voted no. Motion failed.

The Board asked Johnson to continue negotiations with Alltel.

9 NEBRASKA ENVIRONMENTAL TRUST GRANT FOR EXPANSION OF PIONEER PARK NATURE CENTER - Chris Beutler, Development Consultant for the Parks & Recreation Department; Terry Genrich, Parks & Recreation Natural Resources Manager

Terry Genrich, Parks & Recreation Natural Resources Manager, requested support of the City's application to the Nebraska Environmental Trust for a \$750,000 grant to be used for the purchase of 228 acres of additional land located west of and adjacent to the west end of Pioneer Park, noting the land will be added to the park and kept as prairie for use in conjunction with the educational activities of the Nature Center (Exhibits D, E & F).

Chris Beutler, Development Consultant for the Parks & Recreation Department, asked the County to contribute \$75,000 to the purchase, noting the contribution can be structured over three years.

The Board indicated support for the concept and deferred further discussion until the budget work session.

10 PENDING LITIGATION - Dave Johnson, Deputy County Attorney

MOTION: Schorr moved and Workman seconded to enter Executive Session at 10:58 a.m. for discussion of labor negotiations and pending litigation.

MOTION: Stevens moved and Schorr seconded to exit Executive Session at 11:42 a.m. Workman, Heier, Schorr and Stevens voted aye. Motion carried.

11 LABOR NEGOTIATIONS - Georgia Glass, Personnel Director; John Cripe, Classification and Pay Manager; Diane Carlson, Deputy County Attorney

See Item 10.

12 ACTION ITEMS

A. Paycheck Insert for July 31, 2003 (Safety Bulletin on Heat-Related Illness)

MOTION: Schorr moved and Stevens seconded approval. Stevens, Schorr and Workman voted aye. Heier voted no. Motion carried.

B. Items for Joint LPS/City Council/County Board Meeting on August 4, 2003

None were stated.

C. Requisition for Part-Time Clerk for the Community Mental Health Center and Temporary Stores Clerk II for Lancaster Manor (Exhibit G)

MOTION: Workman moved and Schorr seconded approval.

The Board asked that information on circumstances and budget impact be provided in the future.

ROLL CALL: Workman, Heier, Schorr and Stevens voted aye. Motion carried.

13 BUDGET WORK SESSION

Separate Minutes.

14 ADMINISTRATIVE OFFICER REPORT

A. Temporary Attorney for Public Defender

Item deferred until the budget work session.

B. Attendance of Directors at City-County Common Meeting (July 24, 2003)

Item deferred until the budget work session.

C. Application Fees for Subdivisions and Changes of Zone

Marvin Krout, Planning Director, appeared and gave an overview of changes that his department is proposing to zoning and development application fees and a streamlining of the development review process (Exhibit H).

ADDITIONS TO THE AGENDA

A. Cost of Service Review

Mike DeKalb, Planning Department, reported on the status of the following studies that were called for in the Lincoln and Lancaster County 2025 Comprehensive Plan in order to implement new acreage policy:

- 1) "Build Through" Design Standards (guidelines allowing for future acreage development to be converted to an urban-style configuration when they are brought into the City) - Revised draft anticipated shortly
- 2) Cost of Service Review (an independent analysis of the economic and quality of life impacts of acreages) - Revised draft anticipated the end of this week or next week

3) Performance Standard "Point System" (allowing for higher density acreage development when certain criteria are met) - In-house version is completed

D. Geographic Information System (GIS) Visioning Session (September 25-26, 2003) (Exhibit I)

Eagan indicated plans to attend the session.

The Chair recessed the meeting at 12:00 p.m.

Bruce Medcalf
Lancaster County Clerk